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Ch/G Staff Meeting
 3 March 1959
ACTION REQUIRED

<u>Item No.</u>	<u>Action Required of Ch/G</u>	<u>Action Required of Divisions</u>
1	SA to Ch/G to draw up schedule for [REDACTED] and circulate to Divisions.	25X1A9a
2		Problems relative to the distribution of our publications in Department of Defense should be referred to the Office of Special Operations.
3		Steps to be taken to correct these abuses, if necessary.
4		Supervisors will continue to assist in the solution of their employees' personal problems.
5	Chief/G to contact Security regarding the filling out of questionnaire for the new World Directory of Geographers.	
6	25X1A9a	[REDACTED] contact Departmental representatives in connection with prospects for ready-reserve listing.
7		None required.
8		Chief, D/GL, to attend meeting with Ambassador to Pretoria on 6 March.
9&10		None required.
11	25X1A9a	[REDACTED] to be briefed by Chief/G and D/GG on 4 March.

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MINUTES OF THE GEOGRAPHIC RESEARCH AREA STAFF MEETING, 3 MARCH 1959
25X1A9a

PRESENT: [REDACTED]

25X1X7

1. Visit of [REDACTED]

25X1X7 Chief/G informed the group that [REDACTED] is presently coordi-25X1A9a
nating the schedule for [REDACTED] visit during the week of
23 March, working from a tentative schedule drawn up by Chief, D/GG.
The schedule will be circulated to those concerned.

2. Distribution of Intelligence Materials in Department of Defense

Chief/G noted for the group that the Office of Special Operations of the Department of Defense handles the distribution of materials within the Defense superstructure. Any problems that may arise in the distribution of our publications in Defense should thus be referred to Special Operations (Chief: General Erskine).

3. A "Respectable Work Day"

Chief/G passed on to the group the AD's remarks at a recent Staff Meeting relative to what is considered a "respectable work day". Among the things that need correction within the Office are tardiness, early leaving, and too-long coffee breaks. Division Chiefs were asked to take steps to be sure their people were not guilty of these abuses.

4. Employee Problems

The AD has commented on the substantial assistance that supervisors can give to employees who are in personal difficulties. Personal problems affect an individual's outlook and production. Supervisors should therefore be interested in and be willing to give time to the personal problems of personnel. Chief/G commented that he was aware of several cases of very fine performance by GRA supervisors in this regard.

5. World Directory of Geographers

Chief/G stated that he had received a questionnaire to be filled out for the compilation of a new World Directory of Geographers. [REDACTED] indicated he was going to get in touch with Security in regard to the 25X1A9a filling out of this form by Agency personnel.

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6. Exploitation of AAG Meeting for Ready-Reserve Names

As discussed at the last Ch/G Staff Meeting, the AAG Meeting will be exploited to secure names of outstanding people for the GRA Ready-Reserve listing. The group decided that Departmental representatives will be contacted as follows:

25X1A9a

Clark and Pittsburgh
Chicago, Washington, and Northwestern
Kansas, Wisconsin, Illinois, Washington, and Syracuse
Maryland, Michigan, and Georgia

The CIA person will state that we are not hiring, but would like to identify high-caliber MA's and PhD's for possible future employment. The following information will be obtained on each prospect:

Name:
Address:
Specializations:
Language ability:
Degree:
What he is now doing:

7. Rotation

The group briefly discussed the question of possibilities for rotation of personnel within the Agency. It was concluded that opportunities for rotation of personnel who have high grades or who are identified with a special field, like cartography, are decidedly limited.

25X1C4a

9. Meetings of the American Congress of Surveying and Mapping

Chief, D/GL, reported that neither the Russians nor the Czechs had responded to the US invitation to attend the meetings of the ACSM, which are being held next week.

10. IPC Lists

Chief, D/GL, reported on his efforts to raise "Surveying and mapping" from #2 to #1 priority in the IPC lists for the Satellites and the USSR. It is proposed to link mapping to the GM program, which is #1 priority. There is to be a meeting of the IPC on Thursday, 5 March.

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11. Briefing of the New [REDACTED]

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Chief/G announced that GRA was scheduled to brief [REDACTED] on 4 March, beginning at 2:30. After initial talks, [REDACTED] will take [REDACTED] over to Geography Division to see [REDACTED]

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